

CITY COMMISSION MEETING AGENDA

City Hall Commission Chambers

Tuesday, September 2, 2014

7:00 p.m.

MEETING #4970

CALL TO ORDER

ROLL CALL

INVOCATION by Darrell Hendrickson of First Church of God

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

Vacation of Utility Easement

PETITIONS & PROCLAMATIONS

VISITORS (Limit of five minutes per individual and fifteen minutes per topic. Final action may be deferred until the next City Commission meeting unless an emergency situation does exist).

A-Z Land Surveying, Kevin Noll

Waddell 3rd Sub-Division

CONSENT CALENDAR

1. Approval of City Commission Meeting Minutes, August 18, 2014;
2. Appropriation Ordinance No. 17, September 2, 2014;
3. Cereal Malt Beverage License:
 - (a) Boot Hill Museum, 500 W. Wyatt Earp Blvd.

ORDINANCES & RESOLUTIONS

Ordinance No. 3585: An Ordinance Vacating the Utility Easement between 2315 & 2317 Kerri Drive. Report by Director of Developmental Services, Dennis Veatch.

Resolution No. 2014-20: Approval of modifying the schedule of fees for Contractors and Trades Licensing. Report by Director of Developmental Services, Dennis Veatch.

Resolution No. 2014-21: A Resolution in Support of an Application for Funding through the Moderate Income Housing Program offered through the Kansas Housing Resources Corporation to be utilized for the Abandoned Housing Program in Dodge City, Kansas. Report by Special Projects Asst. Leslie Lomas.

Resolution No. 2014-22: A Resolution Delaying the Commencement of the Collection of a Community Improvement District Sales Tax from January 1, 2015 to January 1, 2016. Report by City Clerk/Director of Finance, Nannette Pogue.

UNFINISHED BUSINESS

NEW BUSINESS

1. Appointment of League of Kansas Municipalities Delegates. Report by City Clerk/Director of Finance, Nannette Pogue.
2. Purchase of New Heavy Duty Utility Vehicle (2) for the use in Cemetery and Parks Department. Report by Director of Administration, Ryan Reid.
3. Purchase of a New Truck for Development Services Department. Report by Director of Administration, Ryan Reid.
4. Approval of Purchase of Artificial Turf for Cavalier Field. Report by Parks & Recreation Director, Paul Lewis.
5. Approval of 14th Avenue Sidewalk Bids. Report by Director of Engineering Services, Ray Slattery.
6. Approval of Rejection of Prairie Pointe bids. Report by Director of Engineering Services, Ray Slattery.

OTHER BUSINESS

ADJOURNMENT

A TO Z LAND SURVEYING
23499 SW D ROAD
JETMORE, KANSAS 67854
PHONE: 620-339-6635



Job No.: 13-17
Date: 8-26-2014

Nannette Pogue
City Clerk
806 N 2nd Avenue
City of Dodge City
Dodge City, Ks. 67801

Dear Nannette,

Thank you for setting up my meeting with the Dodge City Commission, my concerns about the \$2430.97 City bill (see exhibit A) for their aid in excavating for the Southwest corner of the North $\frac{1}{2}$ of the Southwest $\frac{1}{4}$ of Section 27, Township 26 South, Range 25 West of the 6th P.M. Ford County, Kansas which is located near the 600 block of Matt Down Lane are as follows:

1. Most of the charges are somewhat representative of a fare user fee, but the \$1450 for traffic control devises and setup is the first time I have ever been charged for said services.
2. Kansas Statutes (see exhibit B pages 1 thru 3) plainly outlines that the preservation of cornerstones (in a City Street) is the responsibility of the City.
3. In the over 20 years of working with the City on these type of projects, the City has never charged me for excavating for corners in city streets, and I have not charged the city for the Surveying Services necessary to tell them where to excavate, or the fee for the recordation of said corner.

I believe the litmus test for a fare user fee from the City on this type of project is what is normally charged by other agencies. The following is what I have been charged, by other agencies, for the same service as requested:

- A. Ford County for the same size of hole in asphalt is typically around \$1200 and they furnish all the equipment, man power, and materials necessary to do it.
- B. The State of Kansas (in State Highways) requires that I furnish the backhoe and asphalt saw and they furnish everything else at no charge.

On this particular project I furnished the surveying (which cost me \$3000), the backhoe (which cost me \$600), the compaction equipment (which cost me \$54) for a total of \$3654 for my part on the excavation. I will gladly trade you bills.

Thank you for your assistance in this matter and I look forward to seeing you at the City Commission meeting on the 8th of September.

Sincerely,


Kevin W. Noll P.S.

A to Z Surveying
Asphalt Street Repair
Matt Down Lane. 600 Block
July 18, 2013

Asphalt -----	\$220.97
Asphalt Saw -----	\$75.00
Asphalt Roller -----	\$100.00
Air Compressor -----	\$75.00
1 Ton Truck -----	\$150.00
Labor -----	\$360.00
Traffic Control Devices & Set up -----	\$1,450.00
Total -----	\$2,430.97

Exhibit B Pg 1 of 3

Kansas Statutes

search

Browsable and searchable archive of 2009 Kansas Statutes Annotated (K.S.A.)

Chapter 19: Counties And County Officers

Article 14: County Surveyor Or Engineer

Statute 19-1430: Protection of cornerstones and monuments. When he shall find or be notified that, by reason of the wearing, washing or blowing of the land below its usual surface, a cornerstone or monument is in danger of being displaced or destroyed, it shall be the duty of the township trustee on township roads, the county surveyor on county roads, and of persons, firms or corporations on their property, to at once fill in around such cornerstone or monument in such manner as to make it secure; and further, when a cornerstone or monument projects above the usual grade of a roadbed enough to be in danger of being displaced by travel, by road graders, or by other means, or if by reason of intended cuts or fills the cornerstone or monument is likely to be displaced or destroyed or covered to a depth exceeding two (2) feet or covered with concrete, asphalt or other permanent type surfacing, and such cornerstone or monument has not at least two (2) duly recorded witness monuments, the county surveyor shall be given notice, served in person or by certified mail, of such fact, together with the location of such cornerstone or monument.

History: L. 1907, ch. 233, § 1; R.S. 1923, 19-1430; L. 1961, ch. 136, § 7; June 30.

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Page generated: 2010-02-27

Kansas Statutes

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Chapter 19: Counties And County Officers

Article 14: County Surveyor Or Engineer

Statute 19-1432: Resetting cornerstone; record of proceedings; costs. Upon receipt of notice pursuant to K.S.A. 19-1430, and amendments thereto, that a cornerstone or monument projects above the usual grade of a roadbed, the surveyor shall notify the governing body having jurisdiction over such road. The governing body for township roads shall be the township board. The governing body of county roads shall be the board of county commissioners. The governing body of state and federal roads shall be the Kansas department of transportation. If the appropriate governing body determines the cornerstone or monument needs to be reset, the surveyor shall proceed to reset such cornerstone or monument and set at least two witness monuments, in a manner calculated to permanently preserve and mark the proper location of the cornerstone or monument. The surveyor shall record such proceedings, together with a substantial description of the cornerstone or monument, and the witness monuments, with distances and courses to same, in the manner provided by the law of permanent surveys. If the governing body determines a cornerstone or monument which projects above the usual grade of a roadbed needs to be reset, the cost of resetting cornerstones or monuments on township roads shall be paid from township road funds, on county roads from county road funds, state and federal roads from the state highway fund. The cost of resetting cornerstones or monuments on property of persons, firms or corporations the costs shall be paid by the parties for whom the service is performed.

Nothing in this section shall be construed as prohibiting the resetting of cornerstones or monuments by any land surveyor during the course of a survey paid for by the landowner requesting such survey.

History: L. 1907, ch. 233, § 3; R.S. 1923, 19-1432; L. 1961, ch. 136, § 8; L. 1998, ch. 111, § 2; July 1.

Kansas Statutes

search

Browsable and searchable archive of 2009 Kansas Statutes Annotated (K.S.A.)

Chapter 58: Personal And Real Property

Part 6.--MISCELLANEOUS PROVISIONS

Article 20: Land Surveys

Statute 58-2011: Report of survey, filing; filing of reports relating to altered or destroyed markers; reproduction of survey records; fees; land survey fee fund created.(a) Whenever a survey originates from a United States public land survey corner or any related accessory, the land surveyor shall file a copy of the report of the completed survey and references to the corner or accessory with the secretary of the state historical society and with the county surveyor for the county or counties in which the survey corner exists. If there is no county surveyor of such county, such report shall be filed with the county engineer. If there is no county engineer, such report shall be filed in the office of the county road department. Reports filed with the secretary of the state historical society may be filed and retrieved using electronic technologies if authorized by the secretary. Such report shall be filed within 30 days of the date the references are made. At the time of filing such report with the secretary of the state historical society, the land surveyor shall pay a filing fee in an amount fixed by rules and regulations of the secretary of the state historical society. Fees charged for filing and retrieval of such reports may be billed and paid periodically.

(b) Any person engaged in an activity in which a United States public land survey corner or any related accessory is likely to be altered, removed, damaged or destroyed shall have a person qualified to practice land surveying establish such reference points as necessary for the restoration, reestablishment or replacement of the corner or accessory. The land surveyor shall file a reference report with the secretary of the state historical society and with the county surveyor for the county or counties in which the survey corner exists. Such report shall be filed within 30 days of the date the references are made. At the time of filing such report with the secretary of the state historical society, the land surveyor shall pay a filing fee in an amount fixed by rules and regulations of the secretary of the state historical society.

(c) Upon completion of the activity likely to alter, remove, damage or destroy the public land survey corner or related accessory, the land surveyor shall review the survey corner and its accessories. If the survey corner or any accessory has been altered, removed, damaged or destroyed, the land surveyor shall replace the corner or accessory with a survey monument and file a restoration report with the secretary of the state historical society and the county surveyor in the county or counties in which it existed. If the survey corner and accessories are not damaged during the activity, a restoration report so stating shall be filed with the secretary of the state historical society and county surveyor's office. Such report shall be filed within 30 days after the activity is completed. At the time of filing such report with the office of the secretary of the state historical society the land surveyor shall pay a filing fee in an amount fixed by rules and regulations of the secretary of the state historical society.

(d) Failure to comply with the filing requirements of this section shall be grounds for the suspension or revocation of the land surveyor's license.

(e) The secretary of the state historical society may produce, reproduce and sell maps, plats, reports, studies and records relating to land surveys. The secretary of the state historical society shall charge a fee in an amount to be fixed by rules and regulations of the secretary for the furnishing of information retrieved from records filed pursuant to this section and for reproductions or copies of maps, plats, reports, studies and records filed in such office.

(f) All moneys collected by the secretary of the state historical society under the provisions of this section shall be remitted to the state treasurer in accordance with the provisions of K.S.A. 75-4215, and amendments thereto. Upon receipt of each such remittance, the state treasurer shall deposit the entire amount in the state treasury. Twenty percent of each such deposit shall be credited to the state general fund and the balance shall be credited to the land survey fee fund, which is hereby created. All expenditures from such fund shall be made in accordance with appropriation acts upon warrants approved by the secretary of the state historical society or a person designated by the secretary of the state historical society and shall be used only for the purpose of paying the costs incurred in administering the provisions of this act. After the effective date of this act, any reference to the secretary of state in regard to appropriations to the land survey fee fund shall be deemed to refer to the secretary of the state historical society.

(g) The failure of any person to have a land surveyor establish reference points as required by subsection (b) shall be a class C misdemeanor.

History: L. 1982, ch. 133, § 6; L. 1984, ch. 205, § 1; L. 1988, ch. 301, § 15; L. 1999, ch. 27, § 3; L. 2001, ch. 5, § 201; July 1.

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Page generated: 2010-02-27

CITY COMMISSION MEETING MINUTES

City Hall Commission Chambers

Monday, August 18, 2014

7:00 p.m.

MEETING #4969

CALL TO ORDER

ROLL CALL: Mayor Brian Delzeit, Commissioners, Kent Smoll, Jan Scoggins, Rick Sowers, Joyce Warshaw

INVOCATION by Vernon Bogart.

PLEDGE OF ALLEGIANCE

PUBLIC HEARING

Mayor Brian Delzeit opened the Public Hearing on the 2015 Budget. The 2015 Budget was presented.

Vernon Bogart asked how much the assessed valuation increased from the year before. It remained relatively flat.

Mayor Brian Delzeit closed the Public Hearing.

Commissioner Jan Scoggins moved to add 2 items to the Agenda; approval of the 2015 Budget and approval of Addendum to Venuworks Management Agreement. Commissioner Kent Smoll seconded the motion. The motion carried unanimously.

PETITIONS & PROCLAMATIONS

VISITORS (Limit of five minutes per individual and fifteen minutes per topic. Final action may be deferred until the next City Commission meeting unless an emergency situation does exist).

Dan Schenkein, Dodge City Area Chamber of Commerce, asked that the City Commission delay voting on Resolution No. 2014-20 to give Chamber of Commerce members a chance to comment.

CONSENT CALENDAR

1. Approval of Work Session Minutes, August 4, 2014;
2. Approval of City Commission Meeting Minutes, August 4, 2014;
3. Appropriation Ordinance No. 16, August 18, 2014;
4. Cereal Malt Beverage License:

Commissioner Kent Smoll moved to approve the Consent Calendar as presented; Commissioner Joyce Warshaw seconded the motion. The motion carried unanimously.

ORDINANCES & RESOLUTIONS

Resolution No. 2014-20: A Resolution modifying the Schedule of Fees for Contractors and Trades Licensing was tabled on a motion by Commissioner Kent Smoll, seconded by Commissioner Brian Delzeit. Prior to the next regular meeting, this information will be shared with the Chamber of Commerce and send letters to all effected contractors. The motion carried 4-1, with Commission Rick Sowers voting nay.

UNFINISHED BUSINESS**NEW BUSINESS**

Commissioner Rick Sowers moved to approve the Conveyance of Property at 501 W. Spruce Street to Dodge City Distillery and authorize Mayor to sign any technical changes written and approved by the City Attorney or City Manager. Commissioner Joyce Warshaw seconded the motion. The motion carried 4-0, with Kent Smoll abstaining.

The 2015 Budget was approved on a motion by Kent Smoll, seconded by Commissioner Jan Scoggins. The motion carried unanimously.

Approval of an Addendum to Venuworks Management Agreement was approved on a motion by Commissioner Jan Scoggins, seconded by Commissioner Joyce Warshaw. The motion carried unanimously.

OTHER BUSINESS

City Manager, Cherise Tieben:

- She is working to try to get a SKC meeting set up. She is looking at October 8 (preferred), optional dates are Sept 29, 30, Oct 1 or 2.

Public Information Officer, Jane Longmeyer:

- On Sept 13, the Culture Relations Advisory Board sponsoring Lost Boys of Sudan;
- The new Regional Refugee Coordinator from Garden City is available for assistance with anything needed by the refugees living in Dodge City.

Commissioner, Kent Smoll:

- Wife's birthday is today, Happy Birthday Dee.

Commissioner, Jan Scoggins:

- Thanks to Nannette for doing a good job on the budget and for answering all the questions.

Commissioner, Joyce Warshaw:

- School starts on Wednesday. Watch your speed limit in school zones.

ADJOURNMENT

Commissioner Kent Smoll moved to adjourn the meeting; Commissioner Jan Scoggins seconded the motion. The motion carried unanimously.

Mayor

ATTEST:

**INDIVIDUAL/SOLE PROPRIETOR
APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES**

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of Dodge City

SECTION 1 - LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

- ☒ License to sell cereal malt beverages for consumption on the premises.
☐ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensee's premises.

SECTION 2 - APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 48-0629167

Name <u>Lara Tothaker</u>	Phone No. <u>620.255.9856</u>	Date of Birth <u>5-1-62</u>
Residence Street Address <u>515 Annette</u>	City <u>Dodge City KS</u>	Zip Code <u>67801</u>

Applicant Spousal Information

Spouse Name	Phone No.	Date of Birth
Residence Street Address	City	Zip Code

SECTION 3 - LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name <u>Boot Hill Museum</u>	Name
Business Location Address <u>Front Street</u>	Address
City <u>Dodge City</u> State <u>KS</u> Zip <u>67801</u>	City State Zip
Business Phone No. <u>620.227.8188</u>	☐ I own the proposed business or special event location. ☒ I do not own the proposed business or event location.
Business Location Owner Name(s)	

SECTION 4 - APPLICANT QUALIFICATION

I am a U.S. Citizen	☒ Yes ☐ No
I have been a resident of Kansas for at least one year prior to application.	☒ Yes ☐ No
I have resided within the state of Kansas for <u>52</u> years.	
I am at least 21 years old.	☒ Yes ☐ No
I have been a resident of this county for at least 6 months.	☒ Yes ☐ No
Within 2 years immediately preceding the date of this application, neither I nor my spouse ¹ has been convicted of, released from incarceration for or released from probation or parole for any of the following crimes: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.	☐ Yes Have ☒ No Have Not
My spouse has previously held a CMB license.	☐ Yes ☐ No
My spouse has never been convicted of one of the crimes mentioned above while licensed.	☐ Yes ☐ No

Memorandum

*To: City Manager
City Commissioners
From: Dennis Veatch
Date: August 25, 2014
Subject: Vacate Utility Easement
Agenda Item:
Ordinances and Resolutions*

Recommendation: City staff recommends approval of this vacation ordinance.

Background: Richard Delzeit, 2315 Kerri Drive and Joyce Durler, 2317 Kerri Drive has requested that the utility easement located between them be vacated for the purpose of building a fence and shed.

Justification: There are no utilities located within this easement. All of the utility companies have been notified and they have no objection to this easement being vacated.

Financial Considerations: None

Purpose/Mission:

Legal Considerations: None

Attachments: Petition, Vacation Ordinance and map

BEFORE THE COMMISSION OF THE CITY OF DODGE CITY, KANSAS

IN THE MATTER OF THE
APPLICATION FOR THE
VACATION OF A PLATTED EASEMENT

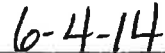
REQUEST FOR VACATION OF A PLATTED EASEMENT COMES NOW

JOYCE DURLER, OWNER OF A TRACT MORE FULLY DESCRIBED AS 2317
KERRI DRIVE, DODGE CITY, KANSAS, AND PURSUANT TO THE PROVISIONS
OF K.S.A. 12-504 REQUESTS THAT THE CITY PROCEED, PURSUANT TO THE
PROVISIONS OF SAID STATUTE, TO CAUSE A VACATION OF ONLY THE
SOUTH EASEMENT. THE VACATION OF SUCH PORTION OF THE PLATTED
EASEMENT IS NECESSARY FOR THE PETITIONER TO ALLOW FOR A FENCE.

RESPECTFULLY SUBMITTED,



Name, Petitioner



Date

BEFORE THE COMMISSION OF THE CITY OF DODGE CITY, KANSAS

IN THE MATTER OF THE
APPLICATION FOR THE
VACATION OF A PLATTED EASEMENT

REQUEST FOR VACATION OF A PLATTED EASEMENT COMES NOW
RICHARD DELZEIT, OWNER OF A TRACT MORE FULLY DESCRIBED AS 2315
KERRI DRIVE, DODGE CITY, KANSAS, AND PURSUANT TO THE PROVISIONS
OF K.S.A. 12-504 REQUESTS THAT THE CITY PROCEED, PURSUANT TO THE
PROVISIONS OF SAID STATUTE, TO CAUSE A VACATION OF ONLY THE
NORTH EASEMENT. THE VACATION OF SUCH PORTION OF THE PLATTED
EASEMENT IS NECESSARY FOR THE PETITIONER TO ALLOW FOR A FENCE
AND SHED.

RESPECTFULLY SUBMITTED,



Name, Petitioner

6-1-14
Date

ORDINANCE NO. 3585

AN ORDINANCE VACATING A 15 FOOT UTILITY EASEMENT
LOCATED BETWEEN 2315 & 2317 KERRI DRIVE

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF DODGE CITY:

SECTION 1: The following described property in Dodge City, Ford County, Kansas is hereby vacated: A 15 foot utility easement centered on a line between Lot 12 & Lot 13, Block 8A, Rolliedee Hills Subdivision, Dodge City, Ford County, Kansas.

SECTION 2: This vacation is granted pursuant to Section 12-504 K.S.A. and is made subject to the existing rights of all present public or private utilities or uses located under, on, upon or over said property.

SECTION 3: No protest to the vacation has been filed, as provided by law.

SECTION 4: This ordinance shall take effect, from and following its publication in the official paper, as provided by law.

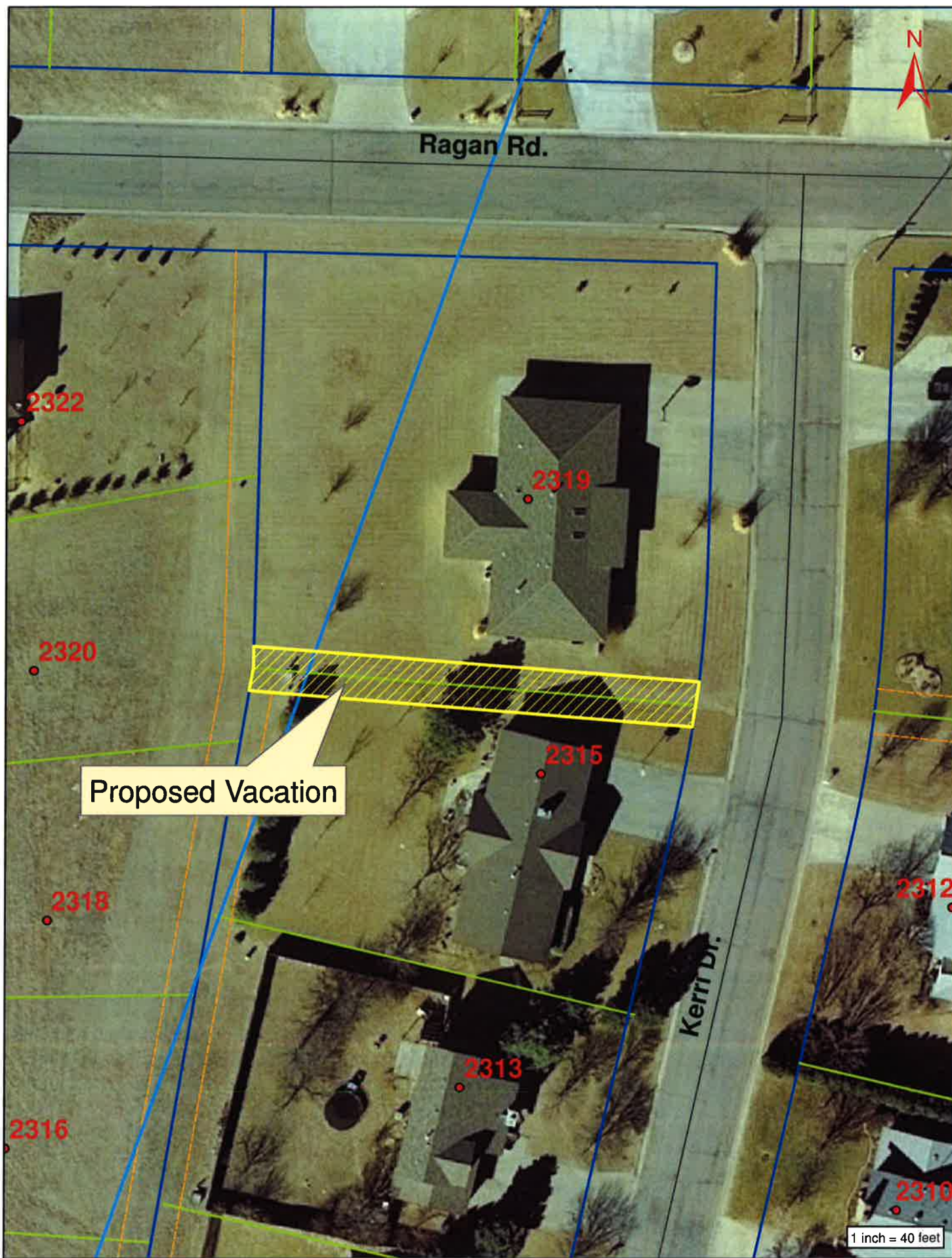
SECTION 5: The City Clerk shall file a certified copy of this ordinance in the offices of the County Register of Deeds and County Clerk for Ford County, Kansas.

PASSED BY THE CITY OF DODGE CITY GOVERNING BODY, IN REGULAR SESSION,
AND APPROVED BY THE MAYOR, THIS SECOND DAY OF SEPTEMBER, 2014.

BRIAN DELZEIT, MAYOR

ATTEST:

NANNETTE POGUE, CITY CLERK



Ragan Rd.



2322

2319

2320

Proposed Vacation

2315

2318

2312

2316

2313

Kerr Dr.

2310

1 inch = 40 feet

Memorandum

*To: City Manager
City Commissioners
From: Dennis Veatch
Date: August 26, 2014
Subject: Amendment to Fee Schedule
Contractor Licensing*

Agenda Item: Resolutions

Recommendation: City staff recommends approval of the attached Resolution modifying the schedule of fees for contractors and trades licensing.

Background: Our current fee schedule was last updated by Res. 2008-16 and approved on September 15, 2008.

Justification: The City desires to remain comparable with and/to surrounding communities. New State regulations and growth in numbers of contractors in our community has made it necessary to provide incentives to license before the next calendar year.

Financial Considerations: None

Purpose/Mission: To assist the public and to direct and encourage quality community development which enhances the city, protects the environment, and makes the community a better place to live.

Legal Considerations: None

Attachments: Resolution No. 2014-20, letter sent to all contractors and surrounding communities licensing fees.

RESOLUTION NO. 2014-20

A RESOLUTION BY THE CITY OF DODGE CITY KS, MODIFYING THE SCHEDULE OF FEES FOR CONTRACTOR AND TRADES LICENSING.

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF DODGE CITY KS: That the fees for contractor and trades licensing are modified as follows:

Contractor and Trades Licensing Fees:	New	Renewal
Building, General, Residential Contractor	\$200	\$100
Commercial Unlimited Roofing Contractor	\$200	\$100
Residential Roofing Contractor	\$200	\$100
Master Water Treatment Installer	\$200	\$100
Master Plumber, Electrician, or Mechanic	\$200	\$100
Journeyman Plumber, Electrician, or Mechanic	\$200	\$100
Apprentice Plumber, Electrician, or Mechanic	\$ 35	\$ 35
Sign Hanger	\$200	\$100

New contractor rates will be applied for all applications received after December 31st.

This resolution shall become effective upon the adoption by the City Commission and publication in the official City newspaper.

PASSED BY THE GOVERNING BODY OF THE CITY OF DODGE CITY, KANSAS
THIS SECOND DAY OF SEPTEMBER, 2014.

BRIAN DELZEIT, MAYOR

ATTEST:

NANNETTE POGUE, CITY CLERK



***Development Services, Inspections,
and Property Maintenance.***
***806 N. 2nd Ave Phone: 620-225-8105 Fax: 620-225-
8195***

August 22, 2014

-ATTENTION ALL CONTRACTORS-

The City of Dodge City Development Services and Inspections staff review the fees charged in our department every three years in accordance with City Code. In an effort to stay comparable to other cities, we contact many similarly situated communities and document their fees for comparison (see attached). The last time an increase was implemented for licenses was in 2008.

As a result of the comparison, we felt it was necessary to amend our rates and the proposal was submitted at the Commission meeting on August 18th. The proposal would raise the renewal license fees from \$75.00 to \$100.00. The change brings us in line with other communities. The largest change is for new licenses, the fee will now be \$200.00; this will only impact individuals with current licenses if they fail to renew their license in a timely manner. As you can see by the survey, many cities are moving to the method of rewarding the individuals who pay in a timely manner, instead of raising the renewal fees significantly for everyone.

Attached is Resolution 2014-20 which reflects the fees that staff proposes to implement on December 31, 2014. If you have questions, comments or concerns, please feel free to give us a call at (620)225-8105. The Resolution will be considered for adoption at the next City Commission meeting on September 2, 2014 at 7:00 p.m.

Surrounding Communities Licensing Fees

City	License	New Fee	Renewal Fee
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Garden

All Licenses	\$200.00	\$100.00
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Hays

General	\$750.00	\$250.00
Building	\$600.00	\$200.00
Residential	\$450.00	\$150.00
All Plumbing	\$225.00	\$75.00
All Mechanical	\$225.00	\$75.00
All Electrical	\$450.00	\$150.00
Unlimited Roofing	\$300.00	\$100.00
Lawn Sprinkler	\$225.00	\$75.00
Sign Hanger	\$150.00	\$50.00

Ark City

General	\$400.00	\$200.00
Building	\$300.00	\$150.00
Residential	\$200.00	\$100.00
Sign Hanger	\$200.00	\$100.00

Derby

General	\$250.00	\$250.00
Tradesmen	\$160.00	\$160.00
Trades Certificate	\$40.00	\$40.00

Salina

General	\$210.00	\$210.00
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Additional \$45 for each certificate required.

	<u>New</u>	<u>Renewal</u>
<u>Hutchinson</u>		
General	\$100.00	\$100.00
Tradesman	\$150.00	\$150.00
Trade Cards	\$25.00	\$25.00
Additional fees for each certificate required.		

<u>Liberal</u>	All Licensing	\$200.00	\$100.00
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Dodge City
Current Licensing

General	\$75.00
Master Trade	\$75.00
Journeyman Trade	\$35.00
Apprentice	\$35.00
Roofing unlimited	\$35.00

Dodge City

Proposed Licensing

	New	Renewal
Building, General, Residential Contractor	\$200	\$100
Commercial Unlimited Roofing Contractor	\$200	\$100
Residential Roofing Contractor	\$200	\$100
Master Water Treatment Installer	\$200	\$100
Master Plumber, Electrician, or Mechanic	\$200	\$100
Journeyman Plumber, Electrician, or Mechanic	\$200	\$100
Apprentice Plumber, Electrician, or Mechanic	\$ 35	\$ 35
Sign Hanger	\$200	\$100

Memorandum

*To: City Manager
City Commissioners*
*From: Leslie Lomas
Housing & Neighborhood
Development Coordinator*
Date: 9/02/14
*Subject: Resolution in Support of Application
Funding Through the MIH Program*
Agenda Item: Resolution No. 2014-21

Recommendation: Staff recommends the approval of Resolution No. 2014-21 which indicates the City of Dodge City's support of the Community Housing Association of Dodge City's application to the Kansas Housing Resources Corporation (KHRC) for funding through the Moderate Income Housing (MIH) Program.

Background: In May 2014, the City and County received the CHAT report which provided the community with a housing needs and analysis. The report showed that our community housing needs were substantial. The report also indicated that there was a need for housing on many different income levels.

The MIH Program allows applicants to apply for loans or grants for infrastructure necessary to support housing or actual housing development of moderate income housing in rural areas.

Justification: Housing continues to be a constant challenge in the Dodge City/Ford County area. The approval of this Resolution will allow the developer to apply for funding through the MIH program offered through the KHRC for development of housing targeted towards moderate income units.

Financial Considerations: None at this time.

Purpose/Mission: This resolution will assist Staff in supporting a developer who is working to bring much needed housing opportunities to our community, therefore, improving the quality of life for our citizens.

Legal Considerations: None.

Attachments: Resolution No. 2014-21

RESOLUTION NO. 2014-21

A RESOLUTION IN SUPPORT OF AN APPLICATION FOR FUNDING THROUGH THE MODERATE INCOME HOUSING PROGRAM OFFERED THROUGH THE KANSAS HOUSING RESOURCES CORPORATION TO BE UTILIZED FOR THE ABANDONED HOUSING PROGRAM IN DODGE CITY, KANSAS

WHEREAS, the City of Dodge City, Kansas has received a request by Community Housing Association of Dodge City (CHAD) reflecting their desire to submit a Moderate Income Housing application in partnership with the City of Dodge City, Kansas;

WHEREAS, the application is prepared and ready to be filed with the Kansas Housing Resources Corporation for the Abandoned Housing Program;

WHEREAS, if awarded, the grant funds would be used to match the funds of \$50,000 the City of Dodge City has already budgeted in 2015;

WHEREAS, the City of Dodge City, Kansas completed a CHAT Report (Community Housing Assessment) in 2012 which indicates the continued need for owner and renter occupied housing;

NOW THEREFORE BE IT RESOLVED, that the Governing Body of the City of Dodge City by adoption of this Resolution indicates their support, approval, coordination and partnership with the CHAD and their application for grant funding to the Kansas Housing Resources Corporation through the Kansas Moderate Income Housing Program for the aforesaid housing project in the amount of One Hundred Thousand Dollars (\$100,000).

ADOPTED BY THE GOVERNING BODY AND APPROVED BY THE MAYOR, this day of the 2nd of September, 2014.

City of Dodge City, KS

Brian Delzeit, Mayor

ATTEST:

Nannette Pogue, City Clerk

City of Dodge City

City of Dodge City
806 N. Second Ave.
67801

Phone: 620-225-8100
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Memorandum

To: Cherise Tieben, City Manager
From: Nannette Pogue
Date: August 28, 2014
Subject: Resolution No. 2014-22
Agenda Item: Ordinances and Resolutions

Recommendation: I recommend the approval of Resolution No. 2014-22, thereby extending the collection date of the CID sales tax for the Santa Fe Plaza project to January 1, 2016.

Background: Ordinance No. 3429 provided that the district would begin January 1, 2011, but extended to January 1, 2012 by Resolution Nos. 2010-32 and 2011-14. Resolution No. 2011-26 extended the date to January 2013, Resolution No. 2012-32 extended the date to January 1, 2014 and Resolution No. 2013-35 extended the date to January 1, 2015. As the development has not yet started construction, the property owner, Brian Marshall, submitted a petition to delay the starting date to January 1, 2016. Resolution No. 2014-22 will accomplish that delay.

Justification: The developer does not expect to have development on the property until early next year therefore no sales tax would be generated until that date.

Financial Considerations: none

Purpose/Mission: Together we strive to achieve high performance and service standards set by us and expected by the community.

Legal Considerations: This resolution will satisfy the legal requirements.

Attachments: Resolution No. 2014-22

RESOLUTION NO. 2014-22

A RESOLUTION DELAYING THE COMMENCEMENT OF THE
COLLECTION OF A COMMUNITY IMPROVEMENT DISTRICT SALES
TAX FROM JANUARY 1, 2015 TO JANUARY 1, 2016.

WHEREAS, on June 7, 2010, the Governing Body of the City of Dodge City, Kansas (the "City") passed Ordinance No. 3429 making findings as to the advisability of and creating a community improvement district more particularly described therein (the "Santa Fe Plaza CID"), authorizing certain projects relating thereto, approving the estimated cost of such projects, authorizing the imposition of a community improvement district sales tax within the community improvement district, and providing the proposed method and amount of financing; and

WHEREAS, Section 6 of Ordinance No. 3429 provided that the community improvement district sales tax would commence on January 1, 2011 or any other effective date the City may approve by resolution if a change in the effective date was requested by the party that petitioned to create such community improvement district (the "Petitioner"); and

WHEREAS, on December 17, 2010, the City received a Request for Delay of Community Improvement District Sales Tax Effective Date from January 1, 2011 to July 1, 2011 executed by the Petitioner, which Request was granted by Resolution No. 2010-32; and

WHEREAS, on April 8, 2011, the City received a Request for Delay of Community Improvement District Sales Tax Effective Date from July 1, 2011 to January 1, 2012 executed by the Petitioner, which Request was granted by Resolution No. 2011-14; and

WHEREAS, on September 30, 2011, the City received a Request for Delay of Community Improvement District Sales Tax Effective Date from January 1, 2012 to January 1, 2013 executed by the Petitioner, which Request was granted by Resolution No. 2011-26; and

WHEREAS, on September 24, 2012, the City received a Request for Delay of Community Improvement District Sales Tax Effective Date from January 1, 2013 to January 1, 2014 executed by the Petitioner, which Request was granted by Resolution No. 2012-32; and

WHEREAS, on November 4, 2013, the City received a Request for Delay of Community Improvement District Sales Tax Effective Date from January 1, 2014 to January 1, 2015 executed by the Petitioner; which Request was granted by Resolution No. 2013-35; and

WHEREAS, on August 18, 2014, the City received a Request for the Delay of Community Improvement District Sales Tax Effective date from January 1, 2015 to January 1, 2016.

WHEREAS, such Request for Delay was signed by the owners of all the real property within the community improvement district; and

WHEREAS, the City hereby finds that it is appropriate to temporarily delay the effective date of the collection of community improvement district sales tax within the Santa Fe Plaza CID based on the receipt of such Request for Delay.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF DODGE CITY, KANSAS:

SECTION 1. The collection of the community improvement district sales tax within the Santa Fe Plaza CID shall be delayed from January 1, 2015 with the collection of such community improvement district sales tax to commence on January 1, 2016, or any other effective date the City may approve by resolution if a further extension of such collection date is duly requested.

SECTION 2. Upon approval, a certified copy of this resolution shall be delivered to the state director of taxation in accordance with the Kansas Community Improvement District Act, K.S.A. § 12-6a26, *et seq.*

PASSED by the Governing Body on this 2nd day of September, 2014.

APPROVED by the Mayor on this 2nd day of September, 2014.

Mayor

ATTEST:

Nannette Pogue, City Clerk

APPROVED AS TO FORM:

Ken Strobel, City Attorney

Memorandum

*To: Ken Strobel, City Manager
Cherise Tieben, Assistant City Manager*
From: Nannette Pogue
Date: August 29, 2014
*Subject: Appointment of Kansas League of Municipalities Voting
Delegates*
Agenda Item: New Business

Recommendation: I recommend the City Commission appoint four voting and four alternate voting delegates to vote at the Kansas League of Municipalities Annual Business Meeting.

Background: State law provides that the governing body of each member city of the League of Kansas Municipalities may elect city delegates from among the city's officers to represent the city in the conduct and management of the affairs of the League. Voting delegates are qualified to vote by having his or her name registered with the executive director of the League.

Justification: Based on our population, the City of Dodge City is entitled to four votes at the annual meeting.

Financial Considerations: None

Purpose/Mission: To have input on City policy at the State level.

Legal Considerations: None

Attachments: Letter from League



August 14, 2014

Dear City Clerks or City Managers/City Administrators:

We are pleased the League's Annual Conference in Wichita, October 11-13, 2014 is shaping up to be an exciting experience. We have an outstanding program of speakers, panel discussions and workshops planned which are highlighted in the July issue of the *Kansas Government Journal*.

I am writing to invite your city governing body to register its League voting delegates. State law provides that the governing body of each member city of the League may elect city delegates from among the city's officers to represent the city in the conduct and management of the affairs of the League. League bylaws provide that a city voting delegate or alternate delegate qualifies by having his or her name, city title and address registered with the executive director.

Each member city needs to file new registration forms with the **League of Kansas Municipalities, 300 SW 8th Avenue, Topeka, KS 66603, by Friday, September 12th.**

Article 4, Sec. 5 of the League Bylaws prescribes the total number of votes provided to each member city based on population. The number of delegate registration forms enclosed is based on the following table.

City Population	No. Votes	No. Delegate Forms	No. Alternate Forms
1 - 2,500	1	1	1
2,501 - 7,500	2	2	2
7,501 - 17,500	3	3	3
17,501 - 37,500	4	4	4
37,501 - 77,500	5	5	5
77,501 - 117,500	6	6	6
117,501 - 157,500	7	7	7
157,501 - 197,500	8	8	8
197,501 - 237,500	9	9	9
237,501 - 277,500	10	10	10
277,501 - 355,500	11	11	11

A business and policy session of city voting delegates will be held on Monday afternoon, October 13th at the conference in Wichita.

I look forward to hearing from you.

Sincerely,

Erik A. Sartorius
 Executive Director

Enclosures

Memorandum

*To: City Manager
City Commissioners
From: Ryan Reid
Date: August 25th, 2014
Subject: New Heavy Duty Utility Vehicle (2)
Agenda Item: New Business*

Recommendation: On August 12th, 2014 one bid was received and opened for two (2) heavy duty utility vehicles. Based on the bid received, staff would recommend purchasing the vehicles from Van-Wall Equipment, Inc. for \$52,028.

Background: The utility vehicles (John Deere My15 ProGator 2020A) will be utilized by the Cemetery division in the Parks Department. These units will replace the 2001 Dodge 1 ton pickup truck that they have been using (26,900 miles). The Dodge truck will be used by the Parks department in another capacity.

These heavy duty utility vehicles have the hauling capacity for the dirt hauling that staff requires and their smaller size will make maneuvering easier at that location.

Justification: The bid result is as expected. There are not many vehicles in this class.

Financial Considerations:

The Cemetery has \$55,000 budgeted and available in the MERF for this purchase. This purchase will be \$2972 under the budgeted amount.

Attachments: (none)

Memorandum

*To: City Manager
City Commissioners
From: Ryan Reid
Date: August 25th, 2014
Subject: New truck
Agenda Item: New Business*

Recommendation: On August 12th, 2014 three bids were received and opened for one (1) full sized ½ ton 4x4 pickup truck. Based on the bids received, staff would recommend purchasing the truck from Lewis Chevrolet in the amount of \$25,998.

Bid tabulation is attached for your review.

Background: The pickup to be purchased will be utilized by the Development Services department. The unit will replace the 1998 Dodge Dakota that they have (99,500 miles). The pickup has had numerous maintenance issues and staff expects it to be sold in an upcoming auction.

Justification: Lewis Chevrolet had the lowest bid.

Financial Considerations:

Development Services has \$28,000.00 budgeted and available in the MERF for this purchase. This purchase will be \$2002 under the budgeted amount.

Attachments: Bid Tabulation

2014 08 Truck Compare

<u>Vendor</u>	<u>Year</u>	<u>Vehicle Make/Model</u>	<u>Cost</u>
Lewis Ford	2014	F150 4x4 reg cab v8	\$26,330
Lewis Chevrolet	2015	Silverado 1500	\$25,998
G&G	2015	GMC TK15703 Sierra 1500 4wd	\$26,095

low bid



Parks and Recreation

PO Box 880

• Dodge City KS 67801 •

Phone: 620/225-8160 •

Fax: 620/225-8144

Memorandum

To: Cherise Tieben, City Manager
City Commissioners
From: Paul Lewis, Parks & Recreation Director 
Date: August 27, 2014
Subject: Cavalier Infield Turf
Agenda Item: New Business

RECOMMENDATION: Staff recommends accepting the Mid America Sports Construction proposal totaling \$341,575 including preferred alternates for the installation of artificial turf at Cavalier Field. Attached with this memo is a tabulation of proposals received and the scoring matrix used to evaluate all proposals.

BACKGROUND: A Request for Proposals was published and offers received August 19th for the installation of an artificial turf infield at Cavalier. The project includes two components: removal of the existing turf, grading, and installation of a drainage system and rock sub-base; and installation of a new turf carpet for the infield, backstop area, pitching mound, and bull pen areas. The RFP was provided to four major suppliers of baseball turf and identified their premier baseball turf product as acceptable products.

Four contractors/vendors responded to the RFP and provided multiple options. Each option was evaluated and scored by staff according to a pre-determined matrix included with the RFP. After evaluating the proposals, staff recommends accepting the proposal from Mid America utilizing the AstroTurf Diamond R product.

JUSTIFICATION: This project provides a first class, all weather playing surface for the Cavalier facility. It accommodates the high use this facility receives including the Dodge City Community College spring/fall baseball season, the Dodge City A's summer season and the summer tournament schedule conducted by Southwest Sports.

AstroTurf has a long history in the artificial turf business and is recognized as one of the premium products available. They have numerous references including the Kansas State University baseball field, WSU Eck Stadium as well as multiple area fields including Hays and Garden City. Their Diamond R product is their premium baseball field solution and meets all the criteria from the RFP. Mid America Sports Construction is an authorized installer for their products and has a proven track record of successful projects.

FINANCIAL CONSIDERATIONS: The budget for this project is \$350,000 from the Why Not Dodge sales tax fund. Staff recommends accepting the proposal and two preferred alternates which includes a deduction of \$7,860 for utilizing Mid America for both the base and turf installation and an addition of \$4,600 for replacement panels to be used in high wear areas.

The net proposal from Mid America is \$341,575. Money is available in the fund to cover this expense.

PURPOSE/MISSION: The Cavalier Infield Turf project is consistent with the City's core value of "Working Towards Excellence."

LEGAL CONSIDERATIONS: None

ATTACHMENTS: Cavalier Field Turf Proposal Tabulation
Cavalier Turf Scoring Matrix

Dodge City Parks & Recreation

Bid Tabulation

Cavalier Field Infield Proposals

2014 08 19

Bidder	Manufacturer	Bid Bond	Addendum	Bid Base	Bid Turf	Total Bid	Preferred Alternates
Field Turf	Double Play Classic	Yes	n/a	\$180,306	\$190,791	\$371,097	
Shaw	True Hop	Yes	n/a	\$236,071	\$156,882	\$392,953	\$26,922
Shaw	Momentum 41	Yes	n/a	\$236,071	\$144,556	\$380,591	\$26,922
Nemaha	Sport Turf FC No Root Zone	Yes	n/a	\$211,400	\$158,000	\$369,400	\$8,000
Nemaha	Sport Turf FC w/ Root Zone (brown only)	Yes	n/a	\$211,400	\$160,000	\$371,400	\$8,000
Nemaha	Sport Turf FC w/ 52 ounces Rootzone Brown	Yes	n/a	\$211,400	\$166,000	\$377,400	
Nemaha	Shaw True Hop	Yes	n/a	\$211,400	\$149,712	\$361,112	\$26,922
Nemaha	Shaw Momentum 41	Yes	n/a	\$211,400	\$139,567	\$350,967	\$26,922
Nemaha	Sprinturf	Yes	n/a	\$211,400	\$171,380	\$382,780	
Mid America Golf	Diamond R Premium	Yes	n/a	\$172,792	\$172,043	\$344,835	(\$3,260)
Mid America Golf	Diamond M	Yes	n/a	\$172,792	\$151,008	\$323,800	(\$2,317)

2014 08 Cavalier Field Synthetic Turf Improvements

Scoring

Bidder	Experience & Design 15%		Price 20%		Synth Turf Systems 15%		Warranty 10%		Installation 10%		Company Stability & Longevity 10%		Surface Char. 10%		Pending Litigation 10%		Total Score
Shaw-True Hop	10	1.5	7	1.4	10	1.5	7	0.7	10	1	10	1	10	1	10	1	9.1
Shaw Momentum 41	10	1.5	7	1.4	8	1.2	7	0.7	10	1	10	1	8	1	10	1	8.6
Nemaha Sport Turf no root	10	1.5	8	1.6	8	1.2	9	0.9	10	1	10	1	8	1	10	1	9.0
Nemaha Sport Turf brown root zone	10	1.5	8	1.6	9	1.35	9	0.9	10	1	10	1	9	1	10	1	9.3
Nemaha Sport Turf w/52 ounces RB	10	1.5	8	1.6	10	1.5	9	0.9	10	1	10	1	10	1	10	1	9.5
Nemaha Shaw True Hop	10	1.5	8	1.6	10	1.5	7	0.7	10	1	10	1	10	1	10	1	9.3
Nemaha Shaw Momentum 41	10	1.5	8	1.6	8	1.2	7	0.7	10	1	10	1	8	1	10	1	8.8
Nemaha Sprinturf	10	1.5	8	1.6	8	1.2	7	0.7	10	1	10	1	7	1	10	1	8.7
Mid America Golf Diamond R	10	1.5	10	2	10	1.5	10	1	10	1	10	1	10	1	10	1	10.0
Mid America Golf Diamond M	10	1.5	10	2	8	1.2	10	1	10	1	10	1	7	1	10	1	9.4

Memorandum

*To: City Manager
Assistant City Manager
City Commissioners*
*From: Tanner Rutschman
Civil Engineer*
Date: September 2, 2014
Subject: Bids for 2014 Sidewalk Program
Agenda Item: New Business

Recommendation: Approve proposal from JAG Construction Co. for the construction of the 2014 Sidewalk Program which consists of constructing a sidewalk along 14th Ave. from Aaron's to Comanche St. and reconstructing crosswalk ramps on Wyatt Earp Blvd. in front of the Santa Fe Depot in the amount of \$55,050.00.

Background: The 14th Ave. Sidewalk project was slated to be completed with funds from the 2013 Street Program but financing ended up not being available and it was bumped to this year's Street Program. The ramps in front of the Santa Fe Depot were constructed as part of the Downtown Landscape Project.

Justification: We, the City of Dodge City, in order to improve quality of life and provide safety in our community should provide safe walking routes along both sides of arterial streets. This section of 14th Ave. is a highly traveled pedestrian area being that it is an access route between residential and commercial regions. This can be made more apparent in this particular location by the path which is worn into the landscape along the corridor.

This ramp on Wyatt Earp Blvd. was not constructed to allow for concrete expansion with expansion joints and has experienced shearing at the curb and uplift of the concrete in the ramps. This uplift in the concrete has made the ramp inaccessible according to ADA requirements. The reconstruction will correct this mistake and provide an ADA Accessible crossing.

Financial Considerations: The construction of the 2014 Sidewalk Program will cost \$55,050.00. Funding of these projects will be from the Special Streets Fund. There was \$55,000 budgetted for this project.

Purpose/Mission: The completion of this project will improve the accessibility of our City thus improving quality of life and promoting ongoing improvement.

Legal Considerations: By approving the bid with JAG Construction Co. the City will enter into a contract with JAG Construction Co. and be responsible to make payments to JAG Construction Co. for the completed work.

Attachments: The bid tabulation for JAG Construction Co. and Brak-Hard Concrete Const. Co. which includes the Engineers' estimate.

BID DATE: 08/25/14

[illegible]

TOTAL	\$ 55,050.00	TOTAL	\$ 83,063.73
BID SECURITY	5%	BID SECURITY	5%
START DATE	5/23/2015	START DATE	5/23/2015

Memorandum

*To: City Manager
City Commissioners
From: Ray Slattery, P.E.
Director of Engineering Services
Date: August 27, 2014
Subject: Improvements for
Prairie Pointe Apartments,
Phase I, PL 1103
Agenda Item: New Business*

Recommendation: Reject the bid from APAC-Kansas Sheers Division for the construction of the Infrastructure Improvements for the Prairie Pointe Apartments in the amount of \$379,275.50. The Engineer's Estimate for the project was \$287,363.05. The bid from APAC-Kansas Sheers Division is \$91,912.45 or 32% over the Engineer's Estimate. Staff will work with the design consultant and developer again to determine to best way to proceed with the project.

Background: The City has been working with the Developer of the Prairie Pointe Apartments to develop the infrastructure of water, sewer, and street to service this development. This project will also be part of the RHID Program.

Justification: It is necessary to have adequate infrastructure for this sub-division to occur.

Financial Considerations: Since the bid is being recommended for rejection, there will not be any financial Consideration at this time.

Purpose/Mission: The completion of this project would have allowed the developer to construct apartments on the site.

Legal Considerations: By rejecting the bid, the city will not have any responsibility to APAC-Kansas Sheers Division.

Attachments: Bid Tab with the Engineer's Estimate.

